

**Vermont State Workforce Development Board  
Training & Credentialing Committee Minutes  
November 18, 2019  
2:00 – 3:00 pm  
Montpelier, VT**

**Committee members in attendance:** Amanda Arnold, Alex Beck, Sarah Buxton, Marilyn Cargill, Molly Mahar, Dale Miller, Jay Ramsey, Sandy Rousse, Patty Shirk, Roxanne Vought, John Young, and Yasmine Ziesler

**Board staff in attendance:** Sophia Yager

The meeting was called to order at 2:00 pm and began with members introductions.

Amanda Arnold (Division of Vocational Rehabilitation) and Sarah Buxton (Department of Labor) gave an update on the State Credential Attainment Cohort. Vermont is one of nine states in this federal technical assistance forum to help states explore methods for determining which degrees, certificates, certifications, and licenses qualify as credentials (according to the definition in federal guidance) and develop actionable solutions for collecting the required data and reporting on credential attainment. The Vermont team is comprised of staff from the Department of Labor, Agency of Education, and the Division of Vocational Rehabilitation. The cohort will keep the Committee apprised of its work and how it may intersect with the Committee's work.

The Committee developed the following draft charge subject to amendment and adoption at the next committee meeting:

*The Training and Credentialing Committee is charged with overseeing and building on the WIOA Eligible Training Provider eligibility and approval process and creating tools and systems to assist in the recognition, use, and visibility of credentials of value in supporting employers and workers.*

Committee members raised several questions and areas for further discussion related to the charge:

- Constraints of state and federal funding streams should be identified and clarified for all partners in the system to reduce barriers to accessing credentials, not just training
- How do we implement quality and transparency controls for employers, clients, partners, etc. without unintended exclusions? How do we disseminate that information to all participants in the system?
- How do we reduce barriers to both employer and provider participation?
- Should the Committees serve an organizational role in increasing transparency and available tools/information to ease navigation for all participants?
- How do we identify and evaluate industry-specific credentials that aren't known to committee members?
- What is the importance and/or utility of a tiered list of credentials of value?
- How can we leverage and improve existing programs as a stepping-stone to building a standalone system for evaluating credentials?

Ms. Buxton gave an [introductory presentation on the Eligible Training Provider List](#) (ETPL) as an overview of the eligibility and performance requirements, as well as the Board and Committee's roles in overseeing and strengthening the ETPL and procedures. Committee members raised several questions and areas for further discussion:

- Should federal Registered Apprenticeships qualify for automatic listing on the ETPL?
- Should programs with low or no enrollment be approved and reapproved?
- How can we increase geographically equitable access to training for both unemployed and employed Vermonters?
- How do we infuse substantive expertise and/or proof of demand in the approval process?
- How does stackability of credentials and progression along a career pathway fit into program eligibility?

The meeting adjourned at 3:15 pm.

Respectfully Submitted by Dustin Degree.

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Dustin Degree, Executive Director, Vermont State Workforce Development Board